Dear Parents and Caregivers,

We would officially like to welcome you and your child into Stage 1 – Years 1 and 2. The teachers teaching in Stage 1 this year are as follows:
Paddington (Year 1) – Mrs Hoy (Mon, Tues and Wed) and Mrs Middleton (Thurs and Fri)
Brighton (Year 1) – Mrs Batley
Torquay (Year 1) – Ms Taylor
Howden (Year 2) – Mr Howe
Littlehampton (Year 2) – Mrs James (Mon, Thurs and Fri) and Mrs Godkin (Tues and Wed).

This newsletter contains some information that may assist you with understanding the busy world we operate in. Please read it carefully, and do not hesitate to speak with your child’s teacher if you have any questions.

**Required Equipment**

The following equipment list outlines the required items for all students in Years One and Two. We appreciate your help to –
- Ensure all items are clearly labeled with your child’s name.
- Ensure equipment is kept updated.

**REQUIRED EQUIPMENT**

- A school hat
- A paint shirt
- A Library bag (cloth not plastic)
- 2 x Boxes of Tissues for the classroom
- Paper towel (recycled to help the environment!) for the classroom – we use a roll of paper towel per day, so more than one roll donation will be appreciated
- Pump Soap
- 2 x large glue sticks
- Pencil Case – Lead Pencils, Coloured Pencils, Sharpener, Ruler. Optional extras – Twist Crayons and ruler. Textas and Rubbers are not required but can be kept in bags until required 😊

Each student will be supplied with their class workbooks and students will be creating artworks over the next few weeks to serve as book covers.
Any further equipment requirements will be communicated to you as needed. We appreciate your support in forwarding this equipment to our classrooms as soon as possible.

**Library**

Each week students will attend a Library lesson with our Librarian, Mrs Dengate. The focus of our visits will be on literature appreciation. Students will also have the opportunity to borrow a book each week. Please note that a library bag (cloth, not plastic) is required for your child to be able to borrow. Library days are as follows:
- Paddington – Tuesday
- Brighton – Wednesday
- Torquay – Tuesday
- Howden – Tuesday
- Littlehampton – Tuesday

Thank you to all parents who have clearly labeled all their child’s belongings. It is very difficult for students to keep track of their belongings if they do not have a name on them. **Please take some time and check that each and every item your child has at school is labeled clearly with their full name** (including hats, drink bottles, lunch boxes, school bag etc). When items are labeled we have a better chance at returning lost property to their rightful owner. Thank you for your assistance.

**Sports**

Each week our class will participate in a skills-based sport program on a Thursday run by the ‘Sports in Schools Australia’. Thank you for those parents who have already forwarded the cost of this program ($40) to the School’s Front Office. Students will be required to wear their **sport uniform each Thursday**, as well as bring a hat to be able to participate in activities in the sun.

**Early Leavers**

If you wish your child to leave school before the end of the day please forward a note with him/her that morning. Alternatively if you need to pick your child up at short notice, you must go to the front office before going to your child's classroom. For safety reasons all children leaving early must be collected by a parent who has **first signed their child out at the school office**. An ‘early leavers’ pass will be issued by the front office, which will then need to be handed to the class teacher before your child is permitted to leave. In order to save your time, please ensure you go to the office first and receive the ‘early leavers’ pass otherwise your child’s teacher is unable to let them leave. Thank you for your co-operation with this school policy.

**Meet the Teacher**

We are holding a Meet the Teacher Night on Tuesday 21st February between 4:45 – 5:30pm in the School Hall. This evening will be an information session for you and we encourage all parents to attend to get a greater understanding of the routines and structures occurring within Stage One. We will be in the hall for approximately 20 minutes and will then have time within our classroom where we can explain our class timetable and answer any questions you may have. We look forward to seeing you then.

**Home Reading Program**

At the end of last year, your child’s class teacher would have returned your child’s guided reading bag. Please return it to classrooms as soon as possible to enable your child to start bringing home new readers. If you are new to our school, cannot find your bag or have not yet paid for the program, please see the ladies in the front office to collect a permission slip and pay $5 for the home reading bag.

*We are excited to welcome you and your child to Stage 1. We look forward to sharing 2012 with you and your family!*

Kind regards,
Mrs James and Mrs Godkin
(Assistant Principals)
Stage 1 Teachers